COLORADO COMMISSION ON HIGHER EDUCATION

January 10, 2003 Colorado History Museum Denver, CO

MINUTES

Commissioners

Present: Judith Altenberg; Ray Baker; Terrance L. Farina; David E. Greenberg; Peggy

Lamm, Chair; "Pres" Montoya; Ralph J. Nagel; James Stewart, Vice Chair; Dean

Quamme; William Vollbracht; and Judy Weaver.

Advisory Committee

Present: Wayne Artis; and John Buechner.

Commission Staff

Present: Timothy E. Foster, Executive Director; Brian Burnett; JoAnn Evans; Rick Hum;

Ray Kieft; Sharon Samson; and Bridget Mullen.

I. Call to Order

Chair Peggy Lamm called the regular meeting of the Colorado Commission on Higher Education (CCHE) to order at 1:05 p.m. in Boettcher Auditorium at the Colorado History Museum in Denver, Colorado.

<u>Action</u>: Commissioner Stewart moved approval of the minutes of the November 7, 2002, regular meeting, and January 3, 2003, special teleconference meeting. Commissioner Nagel seconded the motion, and the motion carried unanimously.

II. Reports

A. Chair's Report

Chair Lamm reported that the Commission held a work session regarding the most recent higher education budget rescission on Thursday, January 9, 2003. She thanked the entire higher education community for their cooperation in these difficult times. She publicly recognized CCHE staff members Tim Foster, Brian Burnett, and Bridget Mullen for their work during the budget crisis. She thanked Mr. Burnett for his effort to find an additional \$1.4 million for higher education in this very austere time.

B. <u>Commissioners' Reports</u>

No reports.

C. Advisory Committee Reports

No reports.

D. Public Comment

None.

III. Consent Items

A. <u>New Degree Proposals</u>

(1) <u>Proposal: Bachelor of Arts in Criminal Justice at the University of Northern</u> Colorado

The University of Northern Colorado submitted a proposal for a Bachelor of Arts (B.A.) degree in Criminal Justice. The program is designed to "provide students with a quality liberal arts education that incorporates the skills and knowledge specifically linked to pursuing a career in various aspects of Criminal Justice." Currently, UNC offers a Criminal Justice emphasis within its Sociology major. The proposal currently points to the substantial shortage of people qualified to work in the criminal justice system. It estimates that Colorado will need over 40 percent more law enforcement and 50 percent more correctional officers by the year 2008.

Staff Recommendation

That the Commission approve the request from the University of Northern Colorado for a Bachelor of Arts degree program in Criminal Justice.

(2) Proposal: Doctor of Audiology at the University of Northern Colorado

The Board of Trustees for the University of Northern Colorado submitted a proposal for a Doctor of Audiology (Au.D.) degree. The degree is designed to graduate professionals who will have advanced clinical skills in audiology as well as teaching and supervisory skills, the doctorate will replace the current master's degree program as the entry-level degree. The program will emphasize preparing students for careers in K-12 schools or as higher education faculty.

Staff Recommendation

That the Commission approve the request of the Board of Trustees for the University of Northern Colorado for a Doctor of Audiology (Au.D.) degree.

B. Statewide Transfer Policy

Dr. Sharon Samson stated that since the Statewide Transfer Policy is a significant access policy for the higher education system, the governing boards and she requested that the policy be considered as an Action Item. Dr. Samson noted that this policy allows a student to enter Colorado public higher education at any point and the credits successfully earned will transfer throughout the state higher education system. The policy requires compromise and cooperation by all public higher education institutions. The bottom line is that student rights are protected.

The revised Statewide Transfer Policy was developed in collaboration with the higher education community based on legislation that requires the Commission to update its transfer policies and higher education institutions align their transfer practices with state policy. Since the legislation is premised on a Student Bill of Rights, the primary driver for revised transfer policy revisions is student recommendations.

The major highlights of the revised Statewide Transfer Policy include:

- Multiple transfer options designed for students.
- Acceptance of 60 credit hours of the A.A. and A.S. degrees toward graduation credits in all liberal arts and science degree programs.
- Universal transfer of state guaranteed general education courses to general education requirements at all Colorado public colleges and universities.
- Statewide agreements in professional programs, e.g., Business, Engineering.
- Modification of lengthy transfer guide format to simpler format that can be webenabled.

Better information systems for students.

Dr. Jack Burns, Vice President for Academic Affairs and Research at the University of Colorado, stated that there are some challenges in the policy that we will continue to work on. For example, students who start in the arts and sciences/humanities and transfer into the sciences will need careful advising if that student is to finish in 120 credit hours. A caveat to the policy is careful advising.

Staff Recommendation

That the Commission approve the proposed Statewide Transfer Policy.

<u>Action</u>: Commissioner Altenberg moved approval of the staff recommendation. Commissioner Quamme seconded the motion and the motion carried unanimously.

C. Proposed Student Appeals Policy

In 2001, the General Assembly passed legislation that outlined a Student Bill of Rights. From student interviews, it became apparent that the current student appeals process was too limited, too long, and not well publicized. In contrast, the legislation pertaining to transfer mandates a transfer system "with the broadest and simplest mechanisms feasible, while protecting the academic quality of the institutions of higher education and their undergraduate degree programs." The Student Appeals policy was developed in collaboration with the chief academic officers of the governing boards.

The major highlights of the proposed Student Appeals Policy include:

- Simplified appeal process that requires an institution to hear an issue within 30 days.
- Identified issues where the institution has the primary responsibility to hear a student appeal in a timely manner (e.g., tuition classification, financial aid).
- Expedited appeals process for state guaranteed general education courses (5 days).
- Creation of a state appeals board to hear cases that are guaranteed under the statute or state policy, with student representation on the appeals board.

Staff Recommendation

That the Commission approve the proposed Student Appeals Policy.

D. <u>Policy Revision: Approval Policy for Site-Based Out-of-State and Out-of-Country Degree Programs</u>

This policy is to insure that institutions sponsoring *site-based* out-of-state degree programs, certificates or degree programs are in compliance with statutory requirements (C.R.S. 23-5-116). It applies only to those degree programs that are physically offered outside the state of Colorado. The current policy was approved on January 9, 2001. The proposed revisions are designed to insure that there is an annual review and reauthorization of all approved out-of-state and out-of-country programs. In summary, the revised policy requires the completion of an annual report and request for reauthorization.

Staff Recommendation

That the Commission approve the proposed Revised Approval Policy for Site-Based Out-of-State and Out-of-Country Degree Programs.

<u>Action</u>: Commissioner Montoya moved approval of Consent Items A (1) and (2), C, and D. Commissioner Stewart seconded the motion and the motion carried unanimously. Consent Item B was considered as an Action Item and approved.

IV. Action Items

A. <u>Budget Adjustment Decision FY 2002-2003</u>

The Commission heard testimony from Brian Burnett, Chief Financial Officer, and Bridget Mullen, Financial Officer, on options and recommendations for allocating the General Fund reductions mandated by the Governor that now equate to 10 percent of the Department's budget. The Commission considered a number of scenarios presented by staff and discussed them briefly.

Staff recommended the adoption of Scenario #5a. This scenario incorporates principles of Scenario #5, but "caps" any Governing Board reduction at no more than 12 percent, or 6 percent over the average of the Governing Boards. This cap redistributes the reduction to five other Governing Boards from those above 12 percent to narrow the spread of difference among the Governing Boards. The refinance savings from the Historical Society is then applied to the State Colleges reduction. With the exception of the State Colleges at a 6.2 percent reduction in General Fund, the rest of the Governing Boards fall between a 10.2 percent and a 12 percent GF reduction.

However, the Commission voted unanimously to adopt Scenario #7 with one adjustment. The Commissioners requested that Fort Lewis College be given \$200,000 in relief from the cut due to the percentage in the scenario and the timing of the reduction. This Scenario #7 is a hybrid model that calculates 50 percent of the reduction based on General Fund amounts and 50 percent of the reduction based on total funds. This model is going to be used by the Community College System to address their GF cuts within the system. It recognizes that there should be some consideration given to total funds, but also factors in with higher General Fund amounts relative to tuition cash funds.

Staff Recommendation

That the Commission adopt Scenario #5a. because:

- The scenario incorporates total funds, as defined by General Fund and total tuition, to look at equivalent impacts to each Governing Board.
- The scenario limits the impact to any one Governing Board and substantially reduces the "spread" of the General Fund reduction amounts. Staff is concerned about the Governing Boards in the upper range of the reductions suggested by Scenario #5, and the amount of time left in the fiscal year to address these substantially higher amounts.
- It continues the Commission's commitment to account for the fiscal condition of the three state colleges by providing \$1.4 million in relief due to the refinance of the State Historical Society—further:
 - o If this scenario is ultimately adopted, this \$1.4 million should be considered as part of the second \$3.4 million in the second year base funding additions for the state colleges, as adopted by the Commission in its October 2002 meeting.

Action: Commissioner Farina moved to adopt Scenario #7 and granted CCHE staff the authority to work with the Governing Boards to decide where best to reduce \$200,000 to provide the relief to Fort Lewis College. Commissioner Nagel seconded the motion and the motion carried unanimously. Subsequent discussions with various Governing Board representatives resulted in \$100,000 being reduced from the Colorado Community College system and \$100,000 from the Metropolitan State College of Denver to balance the Commission's adjustment.

V. Discussion and Possible Action

A. State Guaranteed General Education Courses

Dr. Jett Conner of the CCHE staff discussed the State Guaranteed General Education initiative designed to meet the Colorado General Assembly's goals, and those of the CCHE, to make it easier for students to know what general education courses transfer, and to ensure that guaranteed courses apply to graduation requirements at all public institutions of higher education in Colorado.

Key features of this initiative include:

- Curricular coherence, guaranteeing that all general education courses approved for statewide transfer are linked to comparable purposes and competencies.
- Universality, meaning that general education courses will transfer as meeting general education requirements in all liberal arts and sciences degree programs.
- Quality, meaning that all recommended courses have been reviewed by faculty committees and have been determined to meet comparable content and competency criteria established for five Content areas (Communication, Mathematics, Arts & Humanities, Social & Behavioral Sciences and Physical & Natural Sciences).
- Common numbering matrix system, being developed by CCHE staff to identify state guaranteed general education courses designated for statewide transfer, and ensure that it will be easy for students, parents and college officials to know which courses are state guaranteed.

Reasons why some nominated courses were not recommended at the present time:

- Courses didn't qualify as general education courses at the nominating institution
- Science courses without required laboratory experiences
- Upper-division courses
- One-of-a-kind course nominations
- Foreign language courses (further discussion will be required to determine what level of transfer should be guaranteed statewide)
- Courses recommended conditionally by faculty review committees
- Courses recommended but presenting universal transferability questions

There are unresolved issues that will need further discussion by the GE-25 Council. In addition to foreign language course transfers, these include oral communication and technology issues. CCHE staff plans to discuss a recommendation to implement a pilot, statewide assessment of selected, entry-level skills based general education courses.

Staff recommend approval of 249 general education courses, in 12 discipline categories, for statewide general education transfer guarantee. The course list was modified from the list initially included in the January 10, 2003, Agenda.

Comments were received from institutional representatives who expressed support for the Statewide General Education Transfer initiative. Dr. Jack Burns, Vice President for Academic Affairs and Research at the University of Colorado System and members of the GE 25 Council, Dr. Ed Crowther of the State Colleges, Dr. David Clark of the CSU System and Dr. Frank Watrus of the Community College System all spoke in favor of the CCHE staff recommendation and the fairness of the faculty driven process. Dr. Wayne Artis, representative of the Colorado Faculty Advisory Committee (CFAC) attested to the integrity of the course review process.

Commissioners raised several points. Commissioner Weaver indicated that continuing relevancy of general education courses needed to be addressed by the GE-25 Council. She suggested that leaders from business and industry be invited to become part of the Council, so that general education course relevancy could be addressed from their perspective.

The Commission requested that CCHE staff do an analysis on the frequency of availability of the courses designated as guaranteed general education. The Commission also inquired about CCHE plans to introduce an assessment of selected general education, specifically, the purposes of the plans, and whether student learning outcomes, or course outcomes, were the main reasons for the assessment. Dr. Conner responded that purposes have not yet been established and will be raised with the GE-25 Council to discuss.

Staff Recommendation

That the Commission approve the recommended courses for "state guaranteed general education" designation. Courses with provisional recommendations and pending additional information will be reviewed in 2003.

<u>Action:</u> Commissioner Altenberg moved approval of the staff recommendation. Commissioner Montoya seconded the motion and the motion carried unanimously.

B. 2003 Report on Newly Approved Degree Programs

This agenda item presented a proposed new policy outlining how the Commission will ensure that student issues are heard and resolved – Student Appeal Policy. The proposed policy was developed in collaboration with the chief academic officers of the governing boards. In 2001, the General Assembly passed legislation that outlined a Student Bill of Rights. From student interviews, it became apparent that the current student appeals process was too limited, too long, and not well publicized. In contrast, the legislation pertaining to transfer mandates a transfer system "with the broadest and simplest mechanisms feasible, while protecting the academic quality of the institutions of higher education and their undergraduate degree programs." There was no discussion or action on this item.

C. 2003 Annual Report on Discontinuance of Academic Degrees with Low Program Demand

This agenda item presents the data on low-demand degree programs, i.e., those that failed to meet the minimum graduation benchmarks as defined in policy (Attachment A). The low-demand review does not include degree programs that the Commission has approved in the last five years. These are reviewed separately under the Newly Approved Review Policy since they have provisional standing until demonstrating bona fide demand. Refer to agenda Item V, C for data analysis of newly approved degree programs.

CCHE Low Demand Policy delegates to the governing board action within three years for any degree program whose graduates are below the CCHE benchmarks:

- Undergraduate degree programs that fail to graduate at least 10 students in the current year or a total of 20 students in the past three years. Each institution may exempt up to five undergraduate degree programs that are central to the institution's role and mission (Attachment B).
- Masters' degree programs that fail to graduate at least three students in the current year or a total of five in the past three years.
- Doctoral programs that fail to graduate at least one student in the current year or a total of three in the past three years.

The Low Demand Policy process follows a three-year schedule:

- In the first year the governing boards review the data, determine potential causes and strategies the intervention year.
- In year two, the institution implements the strategies the implementation year.

In year three, either the institution meets the benchmark or the governing board closes the degree program – the results year.

Staff Recommendation

The following staff recommendation is presented as a matter of public notice.

That the respective governing boards need to take action on the following low-demand degree programs by April of the designated year:

2003	UCB UCCS	Communication (M.A.) Allied Health (B.S.)	Met benchmark Met benchmark
	USC	Foreign Language	Below
2004	ASC	Geology	
		Mathematics	
	CSU	Botany (BS)	
	FLC	Music (BA)	
		Theatre (BA)	
	METRO	Music/Music Performance (BA/BFA)	
	UCB	Distributed Studies (BA)	
		Comparative Literature (MA)	
	UNC	Physics (BA)	
	USC	Mathematics (BS)	
		Electronics Engineering Tech (BS)	
	WSC	Chemistry (BS)	
		Physics (BS)	
2005	CSU	Agricultural Economics (B.S.)	
		Music (B.M.)	
		Physics (B.S.)	
		Rangeland Ecology (B.S.)	
	METRO	Rangeland Ecosystem Science (Ph.D)	
	METRO	Meteorology (B.S.)	
	UCB	American Studies (B.A.)	
		Comparative Literature (M.A.)	
		Chemical Physics (Ph.D.)	
	UCCS	Speech, Language, & Hearing Sciences (Ph.D	.)
	UNC	American Studies (M.A.)	
	USC	Gerontology (B.A.)	
	030	Music (B.A.) Speech Communication (B.A./B.S.)	
		opecon communication (b.A./b.o.)	

<u>Action</u>: Commissioner Vollbracht moved approval of staff recommendation. Commissioner Stewart seconded the motion and the motion carried unanimously.

VI. Written Reports for Possible Discussion

A. Quality Indicator System Report for FY 2001-02

Dr. Ray Kieft outlined portions of the QIS Report for the past year, FY 2001-02. He noted that this was the fourth report and that over the past four years, improvements in institutional performance had occurred.

A brief description of the improvements in institutional performance on the key indicators of graduation, retention, and persistence rates was presented for all freshmen comprising the cohort of students being tracked and for the subset of minority students in each cohort.

Commissioner Greenberg questioned whether Asian-American students were included in the minority student results and requested that if so, they be removed with another analysis of the minority results undertaken. Commissioner Montoya asked for specificity regarding the goal of achieving benchmarks for the upper quartile of performance. Dr. Kieft noted that the goal was a moving target in that each year it changes due to the dynamic nature of the national comparison groups and the changes in the performance levels of the institutions comprising the comparison group. Dr. Kieft noted that each governing board would be providing responses in the near future to the QIS Report.

The Commission accept the Quality Indicator System Report for FY 2001-02 as presented.

B. <u>First-Year Teacher Education Survey</u>

The teacher education survey data were analyzed by Dr. Susan Hutchinson and two graduate assistants, Dwayne Schmitz and Karen Raymond. Dr. Hutchinson outlined the data and the Commission accepted the First-Year Teacher Education Survey Report.

C. Concept Paper

(1) Ph.D. in Nursing Education at the University of Northern Colorado

The University of Northern Colorado submitted a concept paper for a Doctor of Philosophy (Ph.D.) in Nursing Education. The program is intended to "increase the number of qualified nurses prepared specifically in nursing education at the doctoral level." Graduates of the program would be prepared to assume nursing faculty positions in educational institutions and health care agencies.

(2) <u>Master of Arts/Master of Fine Arts in Arts and Media at the University of Colorado</u> at Denver

The Regents of the University of Colorado submitted a concept paper for a Master of Arts (M.A.)/Master of Fine Arts (M.F.A.) in Arts and Media at the University of Colorado at Denver. The program is "designed to prepare students for 21st Century professional and academic careers in a broad array of fields that relate to the intersection of the arts, technology and commerce.

(3) <u>Master of Science in Nursing at the University of Southern Colorado</u>

The Colorado State University System submitted a concept paper for a Master of Science in Nursing (M.S.N.) at the University of Southern Colorado. The degree program would "complement the current baccalaureate program (at USC) and address shortage of nurses prepared at the graduate level available to serve the populations of Southern Colorado."

The proposed program would emphasize the preparation of Acute Care Nurse Practitioners (ACPNs). The concept paper notes that this emphasis would distinguish the program from the other M.S.N. programs in the state, as none currently have an ACPN track.

D. Degree Program Name Changes

The Commission accepted the report on Program Name Changes and Endorsement Titles under Delegated Authority approved by the Executive Director:

A. Institution: Metropolitan State College of Denver

Current Degree Program Title: Bachelor of Fine Arts (B.F.A.) in Art

Revised Degree Program Title: Bachelor of Arts/Bachelor of Fine Arts

(B.A./B.F.A.)

Approved by: Board of Trustees of Metropolitan State

College of Denver

Rationale:

The revised degree title more accurately reflects the prevailing practice in the field of art.

Scope of Proposed Change:

Students majoring in Studio Art may earn a B.F.A. Students interested in Art History and Art Theory/Criticism will earn a B.A.

Proposed Action by the Executive Director:

Approve the degree title change as requested, effective immediately, with the stipulation that students can transfer into the B.A./B.F.A. in Art with sixty (60) credit hours of the Associate of Arts (A.A.) degree and apply toward graduation.

B. Institution: University of Colorado at Denver

Current Degree Program Title: Master of Basic Science (M.B.S.)

Revised Degree Program Title: Master of Integrated Sciences (M.I.S.)

Approved by: Regents of the University of Colorado,

August 8, 2002

Rationale:

The purpose of this change is to better reflect the nature of the degree program and to provide a more favorable connotation to prospective students and potential employers of graduates of this program.

Scope of Proposed Change:

No change in curriculum will be made as a result of the name change. Students currently enrolled in the existing division will be notified of the change.

Proposed Action by the Executive Director:

Approve the degree title change as requested, effective immediately.

C. Institution: Colorado School of Mines

Current Degree Program Title: Master of Science in Physics (M.S.)

Revised Degree Program Title: Master of Science in Applied Physics

(M.S.)

Approved by: Colorado School of Mines Board of

Trustees, December 12, 2002

Rationale:

To improve the alignment of the Department of Physics graduate program offerings (the Department already offers a Ph.D. in Applied Physics), to emphasize the applications orientation of the M.S. degree, and to couple more effectively with the applications character of the B.S. in Engineering Physics, especially as it relates to the development of a "5-year" combined B.S.-M.S. program.

Scope of Proposed Change:

No change in curriculum will be made as a result of the name change.

Proposed Action by the Executive Director:

Approve the degree title change as requested, effective immediately.

E. FTE - Service Area Exemptions

Service area exemptions allow community colleges, local district colleges and area vocational schools to provide short-term access to a certificate or degree program not available in another institution's defined service area. They accept the service area exemptions.

F. Report on Out-of-State Instruction

The Commission accepted the report on out-of-state instruction as follows:

The Trustees of Metropolitan State College of Denver has submitted a request for out-of-state instructional programs, delivered by Metropolitan State College of Denver.

ICS 490B Seminar on Egypt. <u>Dates</u>: June 28-August 1, 2003. <u>Location</u>: Egypt.

GER 1800 International German Year I, GER 2800 International German Year II, or GER 3800 International Advanced German. <u>Dates</u>: May 30 - June 28, 2003. Location: Munich (The Federal Republic of Germany)

FRE 1800 International French I, FRE 2800 International French II, or FRE 3800 International Advanced French <u>Dates</u>: May 31-June 28, 2003 <u>Location</u>: Hyères, France

HMT 488E Advanced Study of Wine <u>Dates</u>: May 19-June 3, 2003. <u>Location</u>: Denmark, France, and Germany.

HMT 4810 Tour Management <u>Dates</u>: May 19-June 3, 2003. <u>Location</u>: Denmark, France, and Germany.

The Board of Regents of the University of Colorado has submitted a request for out-ofstate instructional programs to be delivered by the University of Colorado Health Sciences Center.

Keystone Symposia on Molecular & Cellular Biology-2003 Series, A series of sixteen programs to be presented in Santa Fe and Taos, New Mexico; Alberta, Canada; Snowbird, Utah; Big Sky, Montana; and Tahoe City, California occurring from January 7 – April 6, 2003.

"Challenges and Changes in Health Care," described herein as an out-of-state instructional program to be presented in Orlando, Florida on February 5-7, 2003.

"Peripheral Arterial Disease (PAD) & Intermittent Claudication: Standards of Care: Do the Numbers Tell All?" described herein as an out-of-state instructional program to be presented in Ft. Lauderdale, FL; Long Beach, CA; Rosemont, IL; Washington, D.C.; and Boston, MA on February 15, April 4, June 19-22, October 16-18, and November 7-9, 2003.

"23rd Annual Jackson Hole Urologic Conference" described herein as an out-ofstate instructional program to be presented in Jackson Hole, Wyoming on January 25-31, 2003.

"Beyond the Headlines: Evaluating the Comparative Risks of Over the Counter (OTC) Analgesics" described herein as an out-of-state instructional program to be presented in Ft. Lauderdale, FL; Long Beach, CA; Rosemont, IL; Washington, D.C.; and Boston, MA on February 14, April 3, June 19-22, October 16-18, and November 7-9, 2003.

The Board of Regents of the University of Colorado has submitted a request for an outof-state instructional program to be delivered by the University of Colorado at Colorado Springs.

HTR 280 –3, Theatre Tour: London Student Theatre," offered as a Spring Semester 2003 credit course in London, England.

G. <u>Distance Education Enrollment at Colorado Public Institutions of Higher Education Fiscal</u> Years 1997-2001

The Commission accepted the report on Distance Education Enrollment at Colorado Public Institutions of Higher Education Fiscal Years 1997-2001, and there were a number of concerns:

- Who is leading the direction of distance education?
- Should there be more direction from the Commission on how the state should invest in distance education?

<u>Action</u>: Commissioner Quamme moved to adjourn. Commissioner Stewart seconded the motion and the meeting adjourned at 11:15 a.m.